

The Institute for Federal Library Technicians



Designed for both the newer and the seasoned library technician, this week-long institute will provide a broad overview of federal library work. The program will open with a dynamic keynote presentation on professionalism and the federal library technician and will continue with presentations by noted experts and panel discussions by federal library staff members. The week will also include subject-oriented tours of selected areas of the Library of Congress and moderated breakout sessions for participants to interact with their peers. (Note: This program replicates the Technicians Institutes held in 1997-2003.)

Date
Monday, July 26—Friday, July 30, 2004

Time
9:00 a.m. - 4:00 p.m. (Registration begins at 8:30 a.m. There is no entry to the Library of Congress prior to 8:30 a.m.)

Place
Mumford Room, 6th floor, Madison Building,
The Library of Congress—101 Independence
Avenue S. E., Washington, D.C. 20540

Metro
Capitol South (Orange and Blue Lines)

Sponsor
FLICC Education Working Group

Registration
\$300 (includes refreshments and handouts). Registrations may not be shared among multiple participants. Visit the FLICC Educational Programs Web site at <http://www.loc.gov/flicc/feveform.html> to register online, or complete and fax this form to (202) 707-4825.

Request ADA Accommodations five business days in advance at (202) 707-6362 TTY or ACA@loc.gov.

Information
Call FLICC (202) 707-4800; TTY (202) 707-4995

Cancellations
Cancellations must be called into the FLICC office (202-707-4800) 48 hours prior to the start of an educational program or the full fee will be charged.

5/25/04

The Institute for Federal Library Technicians

Name _____ Title _____

Organization _____

Address _____

City, StateZip _____

Phone and Fax (include area code) Phone: _____ Fax: _____

FEDLINK Members: FEDLINK ID _____ FY2004 IAG#2004 _____ Email _____

Registration Fee:

- ☐ Bill the registration fee to my existing FEDLINK Education/Training (FT) account.
- ☐ Establish an FT account or increase the funding in my existing FT account and bill the account for the workshop/program fee. Attached is an FY2004 IAG Amendment Request Transfer Pay Account Adjustment form to move funds from another of my agency's FY2004 FEDLINK accounts.

Other Federal Agencies (Non-FEDLINK Members)

- ☐ Attached is a standard government training form (e.g. SF182 or DD1556) or other billable document from my agency for the amount of the workshop/program. This amount covers **the registration fee plus the FEDLINK administrative service fee of 7.75%**. The Library of Congress will invoice my agency based on this document.

Register online at
<http://www.loc.gov/flicc/feveform.html>
or fax this form to

**FLICC Attn: FPE Registration
Library of Congress
(202) 707-4825**

Your registration is not complete until all appropriate documentation is received by FEDLINK and/or your account has been verified. If you will use a training form or purchase order, the originals must be submitted on site at registration.

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Agenda

Monday, July 26

- AM Welcome and Introduction
Keynote: Sybil Bullock, Retired Director, Redstone Scientific Information Center,
Adjunct Professor, School of Library and Information Science, University of Alabama
Technicians Panel
- PM History of Books and Libraries
Breakout Sessions on:
Circulation, Interlibrary Loan, Cataloging, Acquisitions, and Reference

Tuesday, July 27

- AM Government Funding
Acquisitions/ Collection Development
Serials
- PM Preservation
Cataloging Concepts

Wednesday, July 28

- AM Integrated Library Services (ILS)
Online Services
The World Wide Web
- PM Library of Congress Tours to:
Cataloging, Congressional Research Service, Copyright, Law Library, Science and
Technology, Serial and Government Publications, Geography and Map, and the Main
Reading Room

Thursday, July 29

- AM Reference Process/Reference Sources
- PM Government Documents
Virtual Reference
Print to Pixels: Digitizing

Friday, July 30

- AM Customer Services
- PM Personnel Issues and Career Development
Professional Associations Panel
-ALA, DCLA, SLA, VLA
Certificates/Conclusion

Hotel accommodations are available at the Capitol Hill Suites conveniently located across the street from the Library of Congress, at 200 C Street, SE, Washington, DC 20003. To make reservations, call Gena Zak at 202-543-6000 and request a reservation for the "Federal Library Technicians Institute" rooms. The room cost is \$119/night (single occupancy) and \$139/night (double occupancy).